



MUIR GROUP HOUSING ASSOCIATION LIMITED

Application for a Shared Ownership property

Muir Group is a registered Housing Association with charitable status, which exists to provide homes for people in housing need. Our shared ownership properties are developed to enable lower income earners to buy a home, i.e. those who can secure a mortgage to buy a share in a property, or who have sufficient means to buy a share, but who cannot afford to buy outright on the open market. Priority is normally given to local authority and housing association tenants and people on their waiting lists, but others can also apply.

Please complete this form in full using a black pen, remember to sign and date it, then return it to:
Muir Group Housing Association Limited, Oakmere House, Mere's Edge, Chester Road, Helsby WA6 0DJ
 (Tel: 01928 728039 & 728055) (Fax: 01244 404031)

Please answer each question, there is room at the end to provide additional information if necessary. The Association will keep personal information on you and disclose such information only on a need to know basis as and when required. In signing this application you expressly consent to the processing of information, which is held about yourself, including sensitive data such as sickness and health records and ethnic origin.

1. APPLICANT										
Surname (Mr, Mrs, Miss, Ms)										
First Names										
Sex: Male			Female			Date of Birth				
National Insurance Number										
Present Address										
										Postcode
Telephone Number Home:						Work:				
How long have you lived at this address?										
JOINT APPLICANT										
Surname (Mr, Mrs, Miss, Ms)										
First Names										
Sex: Male			Female			Date of Birth				
National Insurance Number										
Present Address										
										Postcode
Telephone Number Home:						Work:				
How long have you lived at this address?										

2. YOUR HOUSEHOLD

Give details of all people living with you at present. (Continue on a separate sheet if necessary)

Tick the box for each person to be rehoused with you

	Surname	First name(s)	Male or Female	Date of Birth	Relationship to you
<input type="checkbox"/>	_____	_____	_____	_____	_____
<input type="checkbox"/>	_____	_____	_____	_____	_____
<input type="checkbox"/>	_____	_____	_____	_____	_____
<input type="checkbox"/>	_____	_____	_____	_____	_____

3. PRESENT HOUSING

What type of housing do you live in?

House Flat Mobile Home Hostel Bedsit

Other (please give details)

How many bedrooms are there?

Are you... (if you are a tenant please give your landlord's name and address)

Council Tenant _____

Housing Association Tenant _____

Tenant of Private Landlord _____

Property goes with job _____

Living with friends or relatives Lodging

Home owner or home buyer How much is your home worth? £

How much mortgage is left to pay? £

To which Local Authority is your Council Tax paid?

Are you registered on a local authority waiting list/common housing register?

Yes No

Does any member of your household consider him/herself to have a disability?

Yes No

Does any member of your household use a wheelchair?

Yes No

4. REASON FOR APPLYING

Please tick the box(es) which most appropriately describe the reason(s) you are applying

- | | | | |
|-----------------------------|--------------------------|---|--------------------------|
| First time buyer | <input type="checkbox"/> | Can't afford other types of housing | <input type="checkbox"/> |
| Need a larger property | <input type="checkbox"/> | Can't afford repairs to existing property | <input type="checkbox"/> |
| Need a smaller property | <input type="checkbox"/> | Existing property unsuitable because of ill health/disability | <input type="checkbox"/> |
| Breakdown of a relationship | <input type="checkbox"/> | Needs somewhere easier to manage | <input type="checkbox"/> |
| Racial harassment | <input type="checkbox"/> | Other type of harassment | <input type="checkbox"/> |

Please state any other reasons below.

5. PLEASE STATE BELOW WHICH ACCOMMODATION YOU ARE INTERESTED IN

Area or Property of Interest _____

Type of Property (House/Flat & no. of bedrooms) _____

6. EMPLOYMENT DETAILS

If you are in work, please give the name and address of your employer

	APPLICANT	JOINT APPLICANT
Name of Employer		
Address of Employer		
How long have you been in your present job?		
Is your job Permanent / Contract / Temporary		
If you are self employed:		
Length of employment	Years: Months:.....	Years: Months:.....

7. INCOME, PENSIONS AND BENEFITS

Please give the total monthly amount of take home pay and / or pensions and benefits for yourself and joint applicant. If nothing, please indicate. Please enclose copies of your last year's P60, and the 3 most recent pay slips with this application. If joint applicants, these details will be required from both.

	APPLICANT	JOINT APPLICANT
Gross annual salary (before tax)	£	£
Basic monthly take home pay (net)	£	£
Average monthly overtime / commission	£	£
Monthly total from pensions	£	£
Monthly total from child benefit	£	£
Monthly total from child tax credit	£	£
Monthly total from family credit	£	£
Monthly total from other benefits	£	£
Monthly total from other sources	£	£
GRAND TOTAL PER MONTH	£	£

8. MONTHLY EXPENDITURE

Please give the amount you spend each month on the following

Mortgage	£	Rent	£	Service Charge	£
Council Tax	£	Water Rates	£	Other outgoings	£
Loans	£				
	£				
TOTAL OUTGOINGS					£

9. SAVINGS

What is the total amount of savings you and any joint applicant have in either a Bank, Building Society or investments?

TOTAL AMOUNT OF SAVINGS
(if none please write none) £

10. RENT AND MORTGAGE ARREARS

Do you or any joint applicants have any outstanding arrears on either a current or previous property?

Yes

No

If yes, are these rent or mortgage arrears?

Rent

Mortgage

To whom do you owe these arrears? Name

11. JUDGMENTS

Have you ever had a County Court Judgment against you?

Yes

No

If yes, please provide written details with this application form and attach a copy of the Certificate of Satisfaction of Judgment.

12. MORTGAGE OFFER

All information will be treated in the strictest confidence

Have you received an "in principle" offer Yes No If so, please attach a copy

13. RELATIONSHIP TO STAFF OR COMMITTEE OF MUIR GROUP HA LIMITED

Are you or any member of your household an employee, committee member or one of their relatives?

Yes No

If yes please give details.

14. EQUAL OPPORTUNITIES

Our policy is to ensure that all applicants receive equal treatment regardless of race, colour, ethnic or national origins. In order to assist us in checking that this policy is carried out it would help if you could complete the following.

I would describe my ethnic origin as:

	Applicant 1	Applicant 2		Applicant 1	Applicant 2
White			Mixed		
British	<input type="checkbox"/>	<input type="checkbox"/>	White & Black Caribbean	<input type="checkbox"/>	<input type="checkbox"/>
Irish	<input type="checkbox"/>	<input type="checkbox"/>	White & Black African	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	White & Asian	<input type="checkbox"/>	<input type="checkbox"/>
			Other	<input type="checkbox"/>	<input type="checkbox"/>
Asian or Asian British			Black or Black British		
Indian	<input type="checkbox"/>	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>	<input type="checkbox"/>
Pakistani	<input type="checkbox"/>	<input type="checkbox"/>	African	<input type="checkbox"/>	<input type="checkbox"/>
Bangladeshi	<input type="checkbox"/>	<input type="checkbox"/>	Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>			
Chinese or other ethnic group			Refused	<input type="checkbox"/>	<input type="checkbox"/>
Chinese	<input type="checkbox"/>	<input type="checkbox"/>			
Other	<input type="checkbox"/>	<input type="checkbox"/>			

15. OTHER INFORMATION

You can use this space to tell us anything that you think we might need to know

Please turn over

I/We authorise Muir Group Housing Association Ltd to make necessary checks in support of this application.

I/We understand that the completion of this form does not guarantee the offer of a property, nor does it commit me/us to the purchase of a property.

I/We hereby declare that the information that has been provided in the form accurately reflects my/our current circumstances.

The information given on this form is a true statement. I/we understand that I/we may lose any housing that is offered if I/we have given false information.

Signed:
Applicant

Signed:
Joint Applicant

Date:

Date:

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